

Date: December 8, 2008  
To: Members Lebanon Board of Finance  
From: Liz Charron, Chairman  
Subject: Regular Meeting

The Lebanon Board of Finance will hold a regular meeting on Thursday, December 11, 2008. The meeting will be called to order at **7:30 PM** in the Town Hall conference room.

### **Agenda**

- A. Call to order.
- B. Minutes of previous meetings: December 2, 2008 special meeting
- C. Correspondence:
  - a. Center for Survey Research & Analysis" on Land Conservation Survey – email forwarded to board on 12/5/2008
  - b. Request for dedicating the annual Town Report – email forwarded to board on 12/2/2008
  - c. Memo from Town Clerk regarding posting agendas and minutes to website – emailed with agenda
- D. Monthly Expenditures/Payment of Bills
- E. Old Business
  - a. Consider and act on recommendations from the Budget Process Subcommittee.
  - b. Consider and act on recommendations from the Banking Relationship Subcommittee.
- F. New Business
  - a. Consider and act on dedicating the annual town report. (see State Statute attached).
  - b. Consider and act on action we may want to take on budget overruns in the current fiscal year.
  - c. Consider and act on audit concern about reviewing bank reconciliations.
  - d. Discuss findings from Land Conservation Survey.
- G. Other
- H. Adjourn.

From CT State Statutes:

**Sec. 7-406. Town reports.** The board of finance or other corresponding board in each town, or, if there is no such board, the selectmen, shall annually prepare and have published a town report. Such report shall be available for distribution and shall contain, in addition to reports of town officers or boards required by law to be included, a statement of the amount received by such town under the provisions of part IIa of chapter 240 together with an itemized account of the disposition of such amount, and such other matter as the board of finance or other corresponding board deems advisable. Towns with a population of five thousand or less, as computed by the Secretary of the Office of Policy and Management, shall publish their receipts and expenditures and the names of all persons, firms or corporations, other than recipients of support under sections 17b-122, 17b-124 to 17b-132, inclusive, 17b-136 to 17b-138, inclusive, 17b-194 to 17b-197, inclusive, 17b-222 to 17b-250, inclusive, 17b-256, 17b-263, 17b-340 to 17b-350, inclusive, 17b-689b and 17b-743 to 17b-747, inclusive, receiving money from such towns, together with the total amount of payments in excess of fifty dollars to each, unless such town has a bookkeeping system approved by the secretary setting forth all the receipts and expenditures in detail, in which case it shall not be necessary for the town to publish in its report the names of all persons, firms or corporations receiving money from such towns, together with the total amount of payments in excess of fifty dollars to each.